

November 17, 2011  
Public Hearing

Hearing began at 10:05 a.m.

Present: Gladys LeFevre, Acting Mayor; Sue Inman, Dennis Bertucci, Council Members;  
Judi Davis, Clerk.

Absent: Bill Muse, Mayor; Randy Ripplinger, Council Member.

Gladys explained that this public hearing is being held to accept public comment on proposed changes to the 2011-12 budget. It is proposed that the additional expenditures of \$9,000 to complete construction on the building and \$1,334 to pay into the CIB loan reserve fund be taken from the unassigned fund balance.

Gladys called for comment, and there was none, so the public hearing was closed.

The public hearing was closed at 10:07 a.m.

Town Council Meeting

The meeting began at 10:07 a.m. with the same people present who were at the public hearing.

Gladys asked for a motion that we move \$10,334 from the unassigned fund balance to the general fund, with \$1,334 going to pay into the CIB loan reserve fund and \$9,000 to Capital Outlay in order to complete construction on the building. Sue so moved and Dennis seconded the motion. The vote was unanimous.

The Council discussed in the last meeting that Jones & DeMille recommended that we combine the construction plans with the contractor's as-built drawings so that we would have a single set of as-built plans. The cost would be about \$2,000. We decided then that we would wait until we had a better picture of our financial situation. However, since then, we have had final billings on the audit and on election costs, both of which were lower than budgeted, and other savings were noted in the budget as adopted. John Spendlove indicated that they could do the combined plans any time but that it would be better to do them while everything was fresh in everyone's minds. Because moving that money from other sources into this expenditure wouldn't increase the total amount of the budget, a public hearing wouldn't be needed to make that change. Dennis made a motion we allocate \$2,000 to have Jones & DeMille create the drawings for the as-built plans for

the town hall renovation. Sue seconded the motion. The vote was unanimous.

The custodian contract was discussed. The agreement now is that they finish their contract through April. During that time they will keep records of how much time they spend keeping the building clean so we can have an idea of how much work the new building will require. We need to consider two things: 1) How much of the cleaning will be done by people who rent the building if we require that they leave it clean, and 2) how much of the cleaning is a result of actually having the library? If they keep those records, we'll have a better idea of how much cleaning is actually required. We anticipate that the building will be used more, and we'll need to have very specific requirements for those who use it. Someone will have to check it out after the use is completed, and we may have to require a small deposit which would be refundable if the building is left clean. We will discuss it further in the January meeting.

New Council members will be sworn in at the January 5 meeting. If Dennis and Randy are at that meeting, we can approve the minutes of the December meeting before the new members are sworn in. However, if they aren't there and everyone else is, we would still have a quorum of people who were at the December meeting to approve them.

Judi will ask the custodians to keep track of what cleaning they do and how much time it takes so we will know what we need to require of people who rent the building. We also need to set use fees, which is a touchy subject. We want people to use the building, but at the same time, it costs something to maintain it and to pay for the extra usage. Some people give their services free to their participants, and others ask for contributions, so are collecting money. In the winter, the building is used more; consequently, the heating bill is greater. The zone heating will help. There is a feeling that those collecting money should pay something, but that perhaps those doing community service types of activities might not be asked to. We may just have to play it by ear for a few months and see what the cost of heating is.

We have kept track as much as possible of the use of the building through scheduling, but there have been so many keys around town that we haven't always known who was in the building, when they were there, and what they were doing. We will now keep very strict control of the keys and of scheduling. Perhaps we should encourage people to try to schedule their activities either during Clerk office hours or when the library is open. That won't always be convenient or possible, but it would solve a potential safety issue with the clerk being in the building alone. We may want to consider having people who use the building on a continuing basis (whether they charge or not) put down a deposit that would be good through their entire program and possibly refundable when their season is finished. It would need to be a reasonable amount of money. Whatever we do, we need to be consistent. We will watch for the next several months and see what we think will work.

Meeting held November 17, 2011

Page 3

The elections results were canvassed and found to be accurate. One absentee ballot was received in time to be counted, but in the interest of protecting that voter's privacy and because none of the results could be changed by that vote, the envelope wasn't opened. Steve Cox and Tom Jerome were declared to be the elected Council Members.

After some discussion, it was decided that the prayer circle will not be advertised or sponsored by the town in an effort to avoid potential conflict between church and state. The unanimous agreement of the Council was that the prayer circle could be held but that it would not be sponsored by the Town.

Dennis made a motion the meeting adjourn. Sue seconded the motion. The vote was unanimous.

The meeting adjourned at 10:40 a.m.

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Minutes prepared by Judith Davis, Town Clerk